Standard: *Document Numbering*	
Issue Date: November 17, 2000	**Standard ID: *S-GP-255***
Supersedes: *August 1, 2000*	**Rev/Change 3.2**

1. **Purpose:** To standardize the naming and numbering for ATISD CM controlled documents.

2. **Creating Procedures:**
   P-PM-010 – Analyze Request
   P-CM-010 – Configuration Management
   P-GP-040 – Document Review

3. **Contents:**

   Each document will consist of a unique identifier as follows:

   ABC-##-DEFGHI-J-XXXXXXXXXXXX

Where:
ABC = Two or three characters, describing the document type.

BIP	Build Implementation Plan
BRF	Briefing
BSL	Baseline Item
CMP	Configuration Management Plan
COM	Computer Operation Manual
CSP	Computer Software Product End Items
CSR	Contract Summary Report
DDD	Database Design Description
DEP	Delivery Order Execution Plan
DSP	Design Specification
ECP	Engineering Change Proposal
FIP	Fielding Implementation Plan
HRS	Hardware Requirements Specification
ICD	Interface Control Document
IDD	Interface Design Description
MEM	Memorandum
MMR	Meeting Minutes / Attendance Rosters
OCD	Operational Concept Description
OPM	Operating Procedures Manual
ORV	Oral Reviews
PMP	Project Management Plan
PPL	Program Plan
PRS	Progress Report/Studies
QAP	Quality Assurance Plan
REF	Reference Material
SID	Software Interface Design Description
SDD	Software Design Description
SDP	Software Development Plan

SMP   Subcontractor Management Plan
SOW   Statement of Work
SPS   Software Product Specification
SRA   Security Requirements Analysis
SRS   Software Requirements Specification
SRT   Status Report
SSS   System/Subsystem Specifications
STP   Software Test Plan
SUM   Software User Manual
TDP   Training Plan Development and Management Plan
TDR   Technical Data Package Review Report
TPL   Test Plan
TPR   Test Procedure
TRI   Trip Report
TRP   Technical Report

= Numeric identifier for each document submitted for corresponding document type

DEFGHI = Unique project identifier assigned to the Project, such as "DO0001". Refer to P-PM-010.

J = Denotes deliverable (D) or non deliverable (N).

XXXXXXXXX = Field for yyyymmddnn. (Year, month, day of document creation and a number assigned for each document revision with a maximum of 99 revisions within a 24 hour period.)

Format:
Project Specified

Notes: N/A